

Yahoo - Mail

On the **Welcome page** a good start is to click on the **Inbox** link to view received messages and start organizing and sending messages

Click here to **compose** a message to send to someone.

Click here to view messages you've received.

Click here to view messages started, but not sent.

Click here to view messages you've sent.

Messages sent here by **SpamGuard**.

Trash - generally messages you don't want.

SpamGuard - Yahoo! Mail will deliver suspected spam to your Bulk mail folder and delete the messages after one month. You can change this default setting here.

YAHOO! MAIL Classic

Watch Christir perform live! **Welcome page**

Welcome, David!
You have **1 unread message: Inbox(1)**
Messenger: You have 0 unheard voice

Search: **Web Search**

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Mail Contacts Calendar Notepad **Mail Alerts - Mail Upgrades - Options**

Check Mail **Compose** **Search Mail** **Search the Web**

Inbox

View: **All Messages** Messages 1-1 of 1 **First** | **Previous** | **Next** | **Last**

Delete **Spam** **Mark** **Move...**

<input type="checkbox"/>	Sender	Subject	Date	Size
<input type="checkbox"/>	Yahoo!	Welcome to Yahoo!	Tue Jan 22, 2008 532b	

Check All **Clear All** Messages 1-1 of 1 **First** | **Previous** | **Next** | **Last**

Delete **Spam** **Mark** **Move...**

Search Shortcuts
My Photos
My Attachments

Star Wars: Join the Force.
Yahoo! Tech: Tech made easy
Get TV shows, Listings & more
Listen to Radio On Yahoo! Music

Check Mail **Compose** **Search Mail** **Search the Web**

Click to read message - If it's in bold you have not read it.

Check this box to select a message. You can then:-
Click **Delete** (delete it).
Click **Spam** for Spam/Junk mail options.
Click **Mark** to mark as unread/flag etc.
Click **Move** to move message to a new/different folder.

Yahoo Mail settings

Yahoo Mail – Compose Message

This page appears when you click **compose**.
Compose and send your message from this page.


Customise your Yahoo Mail

Click to return to your Yahoo
Mail opening mail page

Click to **Send** your
finished message

Click here to enter an often used address
you have saved in Contacts so you don't
have to type it in the **To** box. You can
add a new contact also.

The **cursor** (**|**) must be flashing in
a text box before you can type.

Place the **pointer** () in the box
and left click the mouse to do this.
Tapping the Tab key will move the
cursor down from box to box.



Tap while holding the shift key down
moves the cursor up - box to box.

Attach Files – Click to browse for a
file/image/photograph you have
saved on your computer to send
with your message



Add a Smiley/Emoticon

Yahoo! My Yahoo! Mail Tutorial More Make Y! your home page Welcome, fabbo94 Sign Out All-New Mail Help

YAHOO! MAIL Classic

Search: **Web Search**

Mail Contacts Calendar Notepad

Send Save as a Draft Cancel Send an eCard


From: fabbo94@yahoo.com **Your email address** [Add Mail Account]

Insert addresses | Add CC - Add BCC

To: joebloggs@mailpage.com **Enter recipients email address here**

Subject: re: your holidays **subject of your message**

Attach Files




Hello Fred

Did you enjoy your Hols

Type your message in this box

Kind Regards

Bill 

☐ Use my signature

Save as a Draft – Save unfinished messages or messages you wish to send later,

Send Save as a Draft Cancel

(Carbon Copy) To send to
multiple contacts – Click to
insert their email address
here - separate by a comma

If you wish to change the default text your message is written in,
format your message text by selecting the text you wish to change
(Left Click and drag over it) and alter it by using the format
buttons/icons. They work just like those in word processing
programs i.e MS Word.